**Tool 6.2: Reflect on our current reality**

**Directions:** Write your thought about each question, then work with others on your team to make decisions. These questions can help guide your team in developing a relevant and rigorous plan for reaching your goal. If brainstorming would be helpful, use Tool 4.8.

|  |  |
| --- | --- |
| **TEAM GOAL:** | increase student knowledge in the area of academic vocabulary; improve instruction in the area of academic vocabulary |
| 1. What knowledge and experience do we already have in this area? | MUCH professional development in this area; a work in progress |
| 1. What do we as team members need to understand at a deeper level to be able to increase student learning in this area? | teachers must change their thought process to teach vocabulary in a meaningful way so that it is relevant and not out of context |
| 1. What instructional practices are we already using that would have a greater impact on student learning if we improved them? | Marzono activities and journaling |
| 1. What new instructional practices can we adopt that would help our students learn and achieve at higher levels? | moving away from looking up 30 words each week and taking a test on Friday…embedding that vocabulary into the daily routine |
| 1. Specifically, what professional learning and instructional growth do we want to achieve this year? | Again, I think we need to give teachers the opportunity to cultivate what they already know. Our teachers have been trained by ARI, AMSTI, Scott Foresman, and coached for the last five years. I believe training, at his point, needs to be individual; with continual opportunity for reflection and feedback. |
| 1. How will we know we are becoming more accomplished in our teaching? What information might we gather to determine whether we are succeeding? | As we see student success, we will notice our accomplishments. We have to keep up the continual data collecting and monitoring. |
| 1. What resources and assistance will we need to carry out our plans? | TIME!!! |
| 1. How will we communicate to others information about what we are learning and doing? | Continued vertical and cooperative planning within our schools. |

**Tool 6.3: Reflect on priorities and actions**

**Directions:** Brainstorm and discuss responses to these questions, and reach consensus. Take time to discuss ideas and get input from everyone on the team.

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| --- | --- |
| TEAM GOAL: | Differentiated Instruction |
| 1. What will we explore, learn, and plan to do in order to reach our goal? | We will continue to learn more about differentiated instruction. |
| 1. What activities might we engage in as we work toward our goal? | Teachers will have the opportunity to share activities and strategies that are successful for them. |
| 1. What should our main activities and tasks be in the first month? | Revisit what we know…take notice of the things we are already doing from previous PD. |
| 1. What kind of timeline would we propose for the remaining activities and tasks? | February and May Inservice days will be devoted to this topic, so that we are ready for implementation in August. |

**Tool 6.4: Team long-term planning guide**

Directions: After discussing, reflecting, and making notes about issues from Tools 2.1, 6.2, and 6.3, begin to develop a plan. This plan will likely change as the team continues to meet and learn together, so think in terms of a monthly plan until all feel reading to develop a long-term plan.  
 Decide as a team on milestones for the month and then work together to determine activities, resources, and responsibilities to accomplish these milestones. Be certain that activities you select focus on teacher learning and growth.

**Team goal:** \_\_\_To develop instructional strategies based on specific student needs

**Milestones:** What we plan to achieve this month through our professional learning team work.

|  |  |  |
| --- | --- | --- |
| **Achievement area** | **Milestones/accomplishments**  *(keep realistic and achievable)* | **By when?** |
| For Students | success in cooperative groups | ongoing |
| For Teachers | Revisit DI PD | February 21  Ongoing |
| For our learning team | Collaboration –effective strategies to improve student learning | May26 |

**Activities**: What we plan to do to help us achieve our milestones and move toward our goal:

|  |  |  |
| --- | --- | --- |
| **Activity** | **Tasks to complete activity** | **Person(s) responsible** |
| Inservice Days | Read information; collaborate | Admin; teachers |
| Teachers Instruction | lesson plans will reflect grouping | Teachers |
| Monitoring of lesson plans and instruction | walk-throughs, observation, and grade-level meetings | Leadership Team |
|  |  |  |

**Tool 6.5: Plan for team growth**

**Directions:** Begin now to plan for success as a productive team. Use this tool to track how well your team is modeling these 10 important characteristics. Discuss each characteristic together and fill in the column at right. Complete a chart at regular intervals – monthly or quarterly.

Date \_\_\_\_\_January 25, 2011\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |
| --- | --- |
| **TEAM GROWTH INDICATORS** | **What might someone observing us see or hear that would indicate we’re growing in this direction?** |
| Maintain a focus on teacher professional growth. | On-going professional development. |
| Abide by norms that guide team interactions and behaviors. | regular collaboration |
| Learn new and relevant information about teaching. | “ |
| Share leadership and responsibility | participation by all teachers |
| Communicate to others what we are doing and learning. | reflection and feedback from meetings and walk-throughs |
| Meet regularly and on schedule. | monthly data meetings |
| Practice trusting behaviors. | practice confidentiality and value all team members thoughts |
| Work productively as a team. | again, collaboration |
| Apply new knowledge and skills in the classroom. | try strategies and activities shared during GL meetings |
| Monitor student learning and success. | DATA and observation |